

Quick start sheet for MEB 1113/1115

For local-presentation use ONLY

1. Tap the Crestron Touchpanel to bring it to life



2. Select "Press here to give a PRESENTATION"
3. Input supplied password
4. Ensure that PC, Blu-Ray/DVD or VHS is turned on



5. Select desired source (Lectern DVD, Lectern VHS, Document Camera, Lectern PC, Lectern Laptop) from list layed out down the left-hand side of the touchscreen.
6. Set lighting to desired setting based off of 4 presets displayed along the bottom lefthand side of screen (Movie setting seems to be the most popular when employing a powerpoint or other media.)
7. Podium Microphone defaults to "ON" when logging into Presentation mode. You can turn it off by pressing the "Mics Adjust" button on the touchpanel, and then muting "Gooseneck".
8. When your class/session is complete, press and hold the button marked "SHUTDOWN" located in the bottom right hand corner of the touchpanel for the period of 5 seconds. When completed all projectors will power down.

You are done!

If you encounter any issues between the hours of 8am and 4pm please locate the A/V technician onsite in either Rooms 1113B (Control room at rear of classroom) or in Room 1101 (Around corner across from MEB Administration Suite). After hours please call Ext.3051 for assistance.